



North Carolina Department of Administration

Beverly Eaves Perdue, Governor
Moses Carey, Jr., Secretary

Facility Management Division
S. Tony Jordan, Jr., Director

October 5, 2011

Ms. Stacie Borrello
Occupy Raleigh
1208 Tobacco Barn Road
Fuquay-Varina, North Carolina 27526

Dear Ms. Borrello:

Your application to use the Capitol grounds, South Side, has been approved. (as noted on the attached map) Your permit authorizes the use of the premises Saturday, October 15, 2011 from 11:00 am until 3:00 pm. This authorization is for use of the grounds only. No use of the building is included and no authorization is granted for vendors on the Capitol grounds including sidewalks. You should contact the Capitol at 919-733-4994 to request use of the building. Note, the entrances to the Capitol building should not be blocked or obstructed in any way.

It is my understanding that you will use the area for a group of concerned citizens to raise awareness and demonstrate in support of economic justice and against corporate influence over elections and the political process. You expect approximately 400 people to attend. As the responsible party listed on the Application to Use Public Buildings and/or Grounds you are required to be on site during set up and ensure that all rules and regulations are followed at all times.

Please remember to leave the grounds clean and undamaged and keep your event on the paved areas of the Capitol grounds (as noted on the attached map). You are responsible for the removal of your trash from the grounds. The amplification of sound should be minimal; however the normal amplification of voice for speakers is permissible. Also, note there is no parking permitted on the Capitol grounds, visitor parking is available at the corner of Wilmington and Jones Street. If your plans change or if you need further assistance, please call Jennifer Norton at (919) 733-3514.

Sincerely,

A handwritten signature in cursive script, reading "S. Tony Jordan, Jr.", written in dark ink.

S. Tony Jordan, Jr., Director
Facility Management Division

Enclosure

cc: W. Scott Hunter, Chief
State Capitol Police

P11202

Mailing Address:
1313 Mail Service Center
Raleigh, NC 27699-1313

Telephone 919-733-3855
Fax 919-733-1430
State Courier Number: 56-54-04

Location:
431 North Salisbury Street
Raleigh, North Carolina

State of North Carolina, Department of Administration
APPLICATION TO USE PUBLIC BUILDINGS AND/OR GROUNDS

Please print or type.

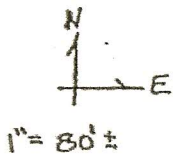
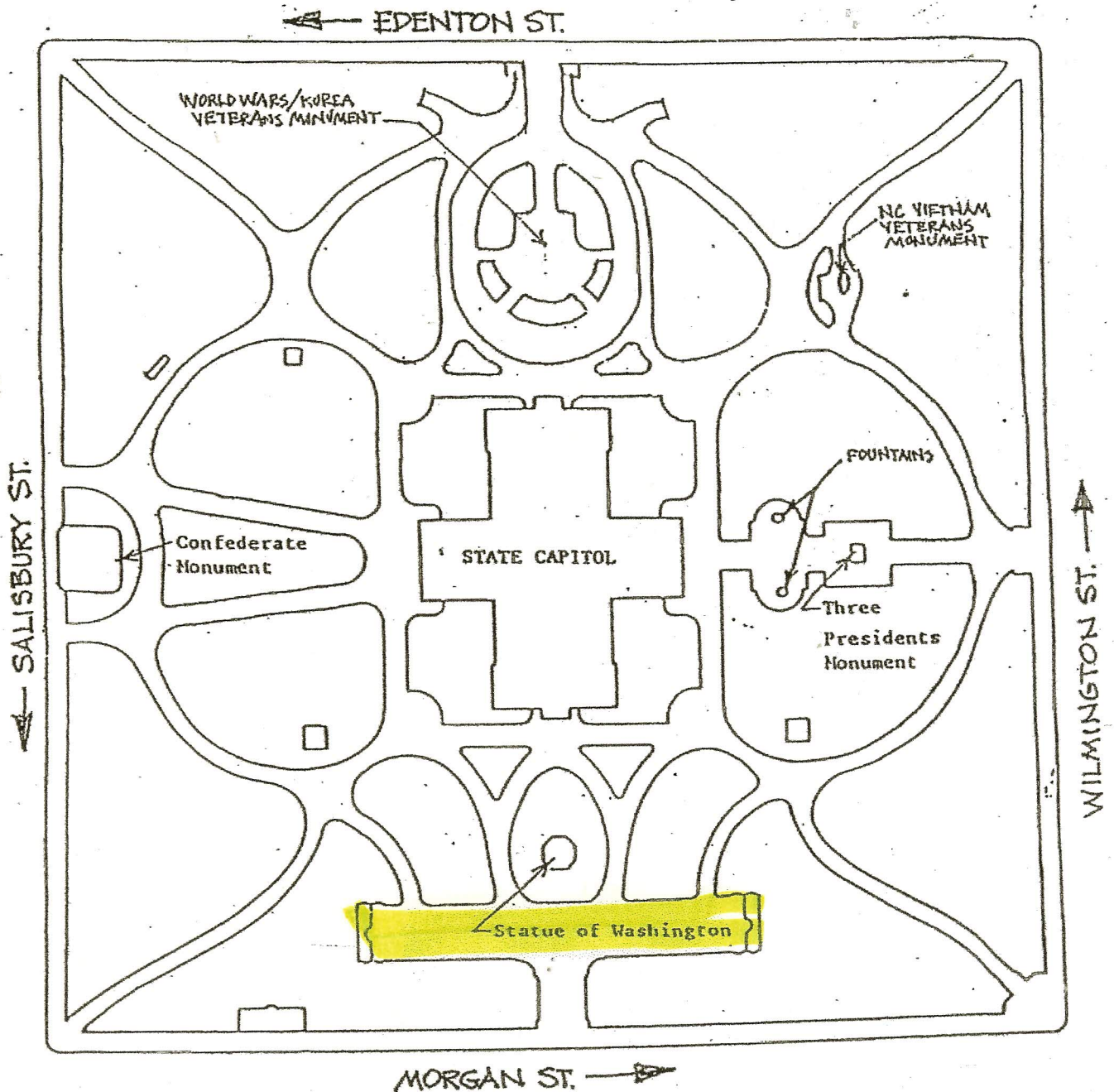
Rules and regulations adopted by the Governor and Council of State govern use of public buildings and grounds (defined by G.S. 143-336) by any individual or group of whatever kind. Please complete Items 1 through 12 and submit one copy via mail, electronic mail (permitrequests@doa.nc.gov), or facsimile (919-733-1430) **at least 7 full business days before date of proposed use** to Director, Facility Management Division, 1313 Mail Service Center, Raleigh, North Carolina 27699-1313. Failure to comply with these regulations is punishable at the discretion of the Court under G.S. 143-345.1. Note that permits requests will not be considered more than one year in advance of the event date.

| | | | |
|---|--|---|--|
| 1. Public Building(s) and/or Grounds applied for: Side of State Capitol Building | | 2. Date of Application: 10/4/2011 | |
| 3. Date Desired: 10/15/2011 | 4. Time Desired (limit of 4 hours): From: 11:00 am To: 3:00 pm | | 5. Expected Attendance ~400 |
| 6. Describe Intended Usage. Provide Goals, Objectives, or Purpose for this Permit Request: We are a group of concerned citizens who wish to raise awareness and demonstrate before the Capitol in support of economic justice and against corporate influence over our elections and political process. Our purpose is to engage the public in this dialogue and make the voices of the people heard. We want local and national legislators to hear our concerns about ways to remedy economic injustice and the unfair influence the wealthy have over the political system. We are a peaceful, non-violent resistance movement that aims to encourage people to participate in democracy and use their voices to influence positive change. | | | |
| Will Tent or Canopy be used during the event? If Yes, what size: | | Attach a copy of the REQUIRED Tent or Canopy approval. | |
| Check if needed: | <input checked="" type="checkbox"/> Electrical Power (voltage and amps): _____ | <input checked="" type="checkbox"/> Trash Cans | <input checked="" type="checkbox"/> Recycle Bins |
| 7. State Agency, Organization or Individual Making Request and Secretary/Executive involved if applicable: Occupy Raleigh/Concerned Citizens for Economic Justice | | Phone: 919-996-9208 | |
| Address: 1208 Tobacco Barn Road, Fuquay Varina, NC 27526 | | Fax: | |
| Email Address: occupyraleigh@gmail.com | | | |
| 8. Contact Person accepting Responsibility for Event: Stacie Borrello, accepting responsibility for permitted event/cleanup-not individual actions of public | | Phone: 919-996-9208 | |
| Address: see above | | Fax: | |
| Email Address: stacie.borrello@gmail.com | | | |
| 9. Give requested information about expected active participants (speakers, leaders, etc.) Attach separate sheet, if necessary. | | | |
| Name | Address | Phone | |
| TBD | | | |
| | | | |
| | | | |
| 10. Use separate sheet to list names, titles, and addresses of all officers and board members of organization, corporation, or group. | | | |
| 11. Applicant Signature (print name and sign): <i>Stacie Borrello</i> | | 12: I have read and understand the regulations listed on the reverse side of this form. Responsible Person Signature (print name and sign): <i>Stacie Borrello</i> | |
| **** THE SECTION BELOW IS TO BE COMPLETED BY INTERNAL REVIEW STAFF **** | | | |
| Security Required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Security provided by <input checked="" type="checkbox"/> State Capitol Police <input checked="" type="checkbox"/> City of Raleigh <input type="checkbox"/> Other | | | |
| Number of Officers Needed: 10 | | | |
| Duration Officers Needed: 11am - 3pm | | | |
| <input checked="" type="checkbox"/> Recommend Approval | | | |
| <input type="checkbox"/> Recommend Disapproval | | | |
| Approved by Chief, State Capitol Police | | Date 10/5/11 | |
| <input checked="" type="checkbox"/> Permit Approved Permit Number: P11202 | | | |
| <input type="checkbox"/> Permit Denied | | | |
| Approved by Director, Facility Management Division | | Date 10-5-2011 | |

INSTRUCTIONS AND REGULATIONS

1. Permits ordinarily will be issued for a maximum of four (4) hours, excluding setup and cleanup. Requests for an extended time period may be granted upon fully documented need. Requests will not be considered more than one year in advance of the event date. The Department of Administration reserves the ability to reasonably adjust the time or location of permitted uses to accommodate government operations, public order and safety.
2. Permit holder is responsible for the removal of all trash generated from activity conducted on state grounds.
3. Events held during work hours (7:30 a.m. to 5:30 p.m. Monday through Friday) affect employees in nearby offices. Public address (PA) systems to amplify voice are permitted, but the sound should not be audible more than 100 feet from the speaker location.
4. Electrical outlets are generally available but are the permit holder's responsibility to confirm in advance of the event. Water hook-ups are not provided.
5. Regardless of which site is authorized by permit to use, do not block entrances, exits or sidewalks. These must always be available for pedestrians and visitors to the building.
6. Inside of public buildings, utilization of public corridors must ensure that no entrance, exit, restroom or office doors are blocked and that handicapped accessibility is not impeded. Guests must be mindful of their impact on employees working in these facilities.
7. **VEHICLE USE AND PARKING:**
 - a. Parking is not permitted on the State Capitol grounds, Bicentennial Mall and Halifax Mall. Use of vehicles at permitted sites is restricted to loading and unloading purposes. Violation of terms may result in permit cancellation and future denials.
 - b. Vehicles are only permitted in the designated area of the Halifax Mall between the Education and Revenue buildings for loading and unloading purposes. Lightweight vehicles such as a golf cart may be used to transport materials and supplies from this area to the event area.
 - c. Visitor parking is available at the corner of Wilmington and Jones streets.
8. **RULES SPECIFIC TO THE STATE CAPITOL BUILDING:**
 - a. In addition to submitting this permit application, all requests for the State Capitol must notify the State Capitol Historic Site office at 919-733-4993 and ask for its permit request form. This Application to use Public Buildings and/or Grounds is only for a request to use the grounds and does not include access to the State Capitol.
 - b. Vehicles are only permitted in the driveway loop on the north side of the Capitol Building for loading and unloading purposes. Parking on sidewalks is expressly prohibited.
9. **USE OF TENTS AND CANOPIES:**
 - a. Tents and membrane structures with an area in excess of 200 square feet and canopies in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the State Construction Office.
 - b. Specific rules regarding erection of tents and canopies are available from the State Construction Office, 919-807-4100. Ask for a Code Consultant if you have questions. The authorization request form is available online at <http://www.nc-sco.com/documents.aspx>.
 - c. Tent/canopy approvals from the State Construction Office must be submitted no later than 36 hours before installation. Failure to submit tent/canopy approvals may result in cancellation of permit.
 - d. All tents/canopies used must be weighted and not stake driven. The structure will be inspected by the appropriate fire code official on the day it is constructed. Any structure that is in violation of NC Fire Code or not specifically approved by permit must be removed. If not removed, the event permit will be terminated.
 - e. State Construction Office mailing address is 1307 Mail Service Center, Raleigh, NC 27699-1307 (Courier Number 56-02-01). Plans may be delivered to its offices located in the Education Building, 301 N. Wilmington St., Suite 450, Raleigh, or faxed to 919-807-4110.

Rev. September 2011



N.C. CAPITOL SQUARE